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MEMORANDUM FOR: Deputy Director (Support)

27 MAY 1963

SUBJECT : Current Interest Items

1. Proposed Salary Increase for Federal Employees

We have just received from the Civil Service Commission a copy of the proposed Federal Salary Adjustment Act of 1963. Although the proposed pay schedules provide for salary rates above \$20,000 in the higher steps of GS-15 and 16 and at the base of GS-17 and 18 (with a single \$25,500 rate for GS-18), the bill contains a clause which would establish the effective date of any rate over \$20,000 to be the same as the effective date of legislation adjusting executive compensation. Otherwise, the proposed increases would take effect in January 1964.

In addition, this bill proposes that the Commission be authorized to issue regulations permitting the appointment of new employees above the base of the grade in GS-13 and above on the basis of such considerations as the candidate's existing salary, unusually high or unique qualifications, or a special need of the Government for his services. As you know, we have already employed these standards in authorizing exceptions in difficult recruitment categories even down to grade GS-7.

The bill also increases the number of steps in GS-11 through GS-14 from nine to ten; the number of steps in GS-15 from eight to ten; and the number of steps in GS-16 from five to nine. GS-17 would continue to have only five steps and GS-18 only one.

2. BOB Manpower Conference

The Director of Personnel attended a manpower conference sponsored by the Bureau of the Budget at Airlie House, Warrenton, Virginia, 19 - 22 May. ([REDACTED] Office of the Comptroller, also attended.) The general purpose of the conference was to provide a general review of current techniques and trends in the conservation of manpower.

3. Early Retirement

A mock-up of the briefing book is attached. The printed materials (formal statement of Explanation and Justification, Sectional Analysis, and detailed Comparison of the Civil Service, Foreign Service, and Proposed CIA Retirement Systems) will be bound for distribution to Congressional Committee members. The oral material will be inserted into the formal text for the use of Agency officials.

Pages 2 through 5 of the statement of Explanation and Justification have been rewritten in somewhat more colorful style. Revised pages should be printed by 28 May.

Drafts of actual case studies illustrating the stresses and strains of overseas service have been received from the ID/P officers who worked on these. We feel that this material, while substantially better than last year's product, needs reworking before it is included in the briefing book.

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The Legislative Counsel has advised us that the Director is scheduled to meet with Chairman Vinson on 6 June to discuss a number of items. The plan is that Mr. McCone will mention our bill and request that it be introduced and hearings scheduled.

(It is requested that the attached mock-up be returned to us so that all final material can be included.)

4. Blood Donors

Our next Bloodmobile date is Tuesday, 4 June. We have been working on a special publicity program to run through the summer months. This should help to recapture some of the momentum of the January campaign and to relieve a seasonal drop-off during the vacation period.

5. Savings Bond Campaign

Payroll data as of 21 May show 99 new subscribers and 41 allotment increases since the start of our current campaign. Although the campaign officially ended 24 May, there will be a lag of a few weeks while resulting bond authorizations are processed through Payroll.

6. Duty Station Information on Headquarters Personnel Action

It appears that unemployment compensation entitlements of Agency personnel will be materially affected in some cases if their duty station is shown in Virginia rather than the District of Columbia. The General Counsel's office is preparing a paper which, as we understand it, will examine the differences in the benefits of the two jurisdictions and whether there is any legal requirement for being precise as to the employee's actual place of employment.

The movement of employees between Agency offices in D. C. and headquarters and the temporary nature of some assignments could on occasion make the determination of duty station difficult. Also, some decision will be needed concerning employees who are separated immediately upon their return from overseas.

We will report further on this item as it develops and advise you of any complications we see in implementing the conclusions reached.

7. Notice of Security Disapprovals

As a result of the [redacted] case, we have discussed with the Chief, Personnel Security Division, the channeling of notices of security disapprovals on applicants. In the future, PSD/OS will notify our Personnel Operations Division immediately by telephone of the decision to disapprove any applicant on whom any prior clearance (invitee or provisional, for example) has been issued.

8. PL 53 Slots

For the time being, all of the PL 53 slots are committed except the one held for emergency use by the Director. There are 11 officers on duty

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against this authorization and one in process. OSI/DDI and SAS/DEP notified us during the week that they were initiating requests to employ officers who would require PL 53 exceptions. (The [redacted] candidate is to replace Commander [redacted])

9. Quality Step Increases

9 requests were approved during the week, bringing the total to 28. Three cases are being returned to the requesting office (SR Division) with the suggestion that a Certificate of Merit with Distinction might be more appropriate. One is being deferred to determine whether promotion might be more appropriate.

[redacted]
Emmett D. Echols
Director of Personnel

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Attachment: A/S

Distribution:

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OD/Pers/[redacted] (27 May 1963)

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